

**GOVERNMENT OF TELANGANA
ABSTRACT**

ITE&C Department - Information & Communications Technology (ICT) Policy 2016 of the Government of Telangana – Administration of Incentives and Initiatives as per ICT Policy 2016 to the eligible ICT industry/companies – Operational Guidelines - Orders – Issued.

**INFORMATION TECHNOLOGY, ELECTRONICS & COMMUNICATIONS (Promotions)
DEPARTMENT**

G.O.Ms.No.2

Dated:16.03.2017

Read:

G.O.Ms.No.03, ITE&C Department, dated:12.04.2016 on ICT Policy 2016.

* * * *

ORDER:

In order to achieve the objective of promotion of Information & Communications Technology Sector as a prime growth engine for employment generation and overall socio-economic development of the State of Telangana, Government after due consideration, issued orders read above, putting in place the Information & Communications Technology (ICT) Policy 2016, w.e.f. 12.04.2016. The Policy document can be found in <http://www.it.telangana.gov.in/investor-info/it-policy/>.

2. Further to enable ICT companies to set up, sustain, function and grow their operations in an investment-friendly, proactive, conducive and hassle free environment in the State, while identifying specific Focus Areas, Government has also pronounced certain incentives and facilitation measures in the said ICT Policy.

3. Taking into consideration the feedback of ICT industry on the said ICT Policy 2016, and in continuation of the orders read above, Government hereby issues the following operational guidelines and application proforma for transparent administration of various incentives mentioned in the ICT Policy 2016 to the eligible ICT industry/companies as is applicable.

4. Initiatives and incentives mentioned under ICT Policy 2016

(a) The Government will establish new IT parks in PPP mode (refer to ‘New IT Parks in PPP Mode’ section on Page.13 of ICT Policy Framework document) to further enhance IT infrastructure in the State.

- i. Interested private companies are required to submit an Expression of Interest (EoI) to CCITI by mailing it to cciti@telangana.gov.in
- ii. Companies / members of consortia are required to submit details such as prior projects, audited financial statements for last three (3) years, current availability of funds/financing options, and other relevant documents
- iii. The decision of CCITI shall be final and binding with respect to accepting the company/consortia as a private partner

(b) An IT Coordination Committee (refer to ‘Coordination Mechanism’ section in page 15 of ICT Policy Framework document) will be constituted to take stock of infrastructure gaps, commission studies, engage agencies to identify shortcomings, etc.

(c) An IP Cell will be constituted to enforce intellectual property laws and frameworks (refer to ‘Promoting the Creation of Intellectual Property’ section on page 15 in ICT Policy Framework document).

(d) Eligible companies seeking incentives from the Government needs to follow the process as detailed below:-

- i. A Common Application Form (as at **Annexure-I**) for claiming all the applicable incentives that are available as per ICT Policy 2016 by the ICT companies, as per their eligibility, has been designed keeping in view the statutory/audit/legal requirements of the Government.
- ii. The Application Proforma is available at www.it.telangana.gov.in, which can be downloaded and filled in with relevant columns. The filled in application can be emailed to – cciti@telangana.gov.in and copied to secy_itc@telangana.gov.in. The application form will not be considered unless submitted along with all the necessary documents. All the submitted documents are to be signed by a competent authority from the company applying for incentives.
- iii. Applicants should check the eligibility for claiming any specific incentive before filing the Application.
- iv. The applicant is welcome to make personal enquiries/ clarifications on the eligibility criteria/filling & filing of Application, process of the request, to avoid delays. Facilities for email enquiries (cciti@telangana.gov.in) are also available and replied at the shortest possible time.
- v. The request for any specific incentive is processed basing on the recommendations of the Consultative Committee on IT Industry (CCITI). The Composition and terms & conditions of CCITI is at **Annexure-II** which meets periodically and is the competent body to accept or reject any claim or request for any eligible & applicable incentive to the ICT companies/industry.
- vi. Best efforts shall be made for processing the requests for eligible and applicable incentives at the least possible time, subject to availability of budget/resources. The sanctioned amount of the financial incentive, if need be, are released on installment basis.
- vii. The ICT companies are required to follow and adhere to certain terms & conditions, as prescribed in such sanction/release Order of the Government, with respect to the said/respective claim of incentive.
- viii. Additional details pertaining to incentives mentioned in ‘Incentives for Expansion of IT / ITES’ are stated in Annexures III to XX.

(e) Eligible companies availing incentives and subsidies from the Government will be required to furnish a Performance Guarantee for the following specific incentives:-

- i. In respect of released amounts of claims pertaining to eligible & applicable incentives, i.e., (i) 100% or 50% reimbursement of Stamp duty, and (ii) Investment subsidy, a Performance Guarantee, equivalent to the **full extent of** amount released, in the form of Bank Guarantee, is required to be furnished, as per Proforma at **Annexure-XXI**.

5. Government Orders declaring IT activity as an Essential Service under TS Essential Services Maintenance Act are currently under issue.

6. Government Orders constituting IT Industrial Security Task Force for monitoring the law & order situation as is appropriate are currently under issue.

7. Projects meeting the TS-iPASS eligibility conditions will be given single window status. Further details concerning TS-iPASS are stated at <https://ipass.telangana.gov.in/>

8. Govt Orders indicating the working conditions in IT sector are currently under issue.

9. Government Orders on the terms & conditions that have to be adhered with respect to Notified IT Parks are currently under issue.

10. Processing and release of incentives are subject to verification of authenticity of information furnished on turnover, investment, employment and continuity in operations of business, from the statutory agencies, such as, STPI, SEZ Commissioner, etc.

11. An IT company is eligible and can apply for claim of any special incentive under one category (such as IT Product Company/ Company located in Tier 2 locations etc.) only.

12. In case it is found at any point of time that any particular incentive is claimed by any IT company through mis-representation of facts/furnishing of false information and in case it is found that the respective company is not eligible for the incentive so sanctioned or claimed, Government can seek the refund of the same from the company and initiate, any other penal action as is deemed fit.

13. The interpretation and decisions of the CCITI is final with regard to applications made by the ICT Industry for any of the incentives available as per ICT Policy 2016.

14. The following three incentives which are mentioned below as per the ICT Policy 2016, would be applicable to IT companies, who commence their commercial operations in Telangana, prospective to the date of issue of ICT Policy 2016, vide read above:-

1. Stamp Duty, Transfer Duty and Registration Fee
2. Recruitment Assistance.
3. R&D Grants

15. The other incentives such as Allotment of Government land, Power, Patent Filing Costs/Copy right / Trade Mark, Quality Certification, Exhibition Rental Refund, Subsidy on Investments in Solar Power, Reimbursement of Municipal Tax, Promotion of IT events, Subsidy on Capital Investments, Subsidy to Anchor Units, Reimbursement of Telephone and Internet Charges, Training Subsidy, Reimbursement of SD and Cost of Tender Documents, Exemption from payment of EMD, Subsidy on Lease Rentals, Interest Rate Subsidy, Rebate on land cost (Women Entrepreneur), Declaration of IT Park Status, will be applicable to both existing as well as new companies.

16. The Operational Guidelines issued for administration of Incentives available under ICT Policy 2016 to the eligible ICT industry/companies as mentioned above shall be in force and co-terminus with the validity period of the ICT Policy 2016.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

JAYESH RANJAN
PRL.SECRETARY TO GOVERNMENT

To
All the Departments of Secretariat
The Metropolitan Commissioner, HMDA, Hyderabad
The Commissioner, Greater Hyderabad Municipal Corporation, Hyderabad
The Commissioner and I.G., Stamps and Registration, Hyderabad
The Vice Chairman and Managing Director, TSIIC Ltd, Hyderabad
The Commissioner, Industries, Hyderabad
The Commissioner, Information and Public Relations, Hyderabad
The Member Secretary, T.S. Pollution Control Board, Hyderabad
The Chairman & MD, TSTRANSCO, Hyderabad
The Chairman & MD, TSSPDCL/TSNPDCL/TNREDCL
The Commissioner of Labour, Hyderabad
The Development Commissioner, VSEZ, Hyderabad
The Director, STPI, Hyderabad
The President, HYSEA, Hyderabad
The President, TELMA, Hyderabad
The Regional Director, NASSCOM, Hyderabad

The President, TiE, Hyderabad
The President, TITA, Hyderabad
The President, FTAPCCI, Hyderabad
All the District Collectors of Telangana

Copy to:

The Secretary to GoI, Ministry of Communication & Information Technology, New Delhi
The Hon'ble Chief Minister's Office/PRO to C.M.
The Chief Commissioner, Customs & Central Excise, Hyderabad
The PS to Minister for IT, MA&UD, I&C, Hyderabad
The PS to Minister for Finance, Hyderabad
The PS to Minister for Revenue, Hyderabad
The PS to Minister for Labour, Hyderabad

// FORWARDED : : BY ORDER //

SECTION OFFICER

Annexure-I

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

**Common Application Form for grant of Incentives to ICT Industries
listed in the ICT Policy 2016**

Note:

1. Fulfillment of eligibility for any request/claim/incentive mentioned hereunder, does not confer any right on the said claim, or entitle the applicant for su-motto sanction/release of the same nor is it obligatory for sanction of such claim/request/release of incentive on the part of the Sanctioning Authority. The sanction/release of any incentive is based on justification, merits of each case and subject of availability of budget/resources with the Government. No correspondence, whatsoever, in this regard, will be entertained.
2. Please fill all the relevant columns and enclose the relevant documentation to avoid rejection.
3. Please apply only for eligible & entitled benefit/incentive to avoid rejection.
4. The veracity of information/figures furnished in the application by the ICT industry, on investment/employment/turnover is subject to scrutiny and verification by the competent statutory authority, i.e., Director, STPI/Development Commissioner, VSEZ, Hyd/EPF/ two member committee as framed from time to time on need basis either during the CCITI meeting or prior to meeting.
5. If any information/figures furnished in the application are found to be false at any point of time either during the process of the application or during the applicability of the respective incentive/benefit, or if the applicant obtained such incentive/benefit by misrepresentation of facts, the said incentive/benefit so sanctioned/released is subject to withdrawal and will attract penal clauses as is deemed appropriate/levied by the Government.

APPLICATION FOR GRANT OF INCENTIVES TO IT COMPANIES

To
The Prl.Secretary to Government
Information Technology, Electronics & Communications Department
Government of Telangana
D Block, 2nd Floor,
Telangana Secretariat
Hyderabad-500022

I. Details of the Company:

1. Name of the Company:	<input type="text"/>
2. Name of the Managing Director:	<input type="text"/>
3. Name(s) of the Director(s):	<input type="text"/>

II. Address of Applicant:

Name and Address:	<input type="text"/>		
Contact Person:	<input type="text"/>	<input type="text"/>	
Mobile:	<input type="text"/>	Telephone:	<input type="text"/>

III. Nature and activities:

a. Constitution of the Organisation (Pl. tick mark one or more as is applicable:

Proprietary ☐ Partnership ☐ Pvt. Ltd. ☐ Ltd. Co. ☐

b.1. Line of Activity/Core competency/nature/type of the Organisation (Pl. mark):

- ☐ IT/ITES
- ☐ IT Infrastructure Developer
- ☐ IT Park/IT SEZ/Incubation Center
- ☐ Start up
- ☐ SMEs
- ☐ Product/R&D Companies
- ☐ Engineering services

b.2. In case your organization is engaged in multiple activities, please indicate your core competency & line of activity from which maximum revenues are generated:

b.3. In case your core competency is in IT Product/R&D activity, please give details on Patents/Copy Right/Trade Mark obtained/registered/applied for on the date of application:

c. Date of incorporation of the Company/Firm:

d. Investment Made:

i) Plant & Machinery (Rs.):

ii) Land & Buildings (Rs.):

iii) Total (Rs.):

e. Date of commencement of commercial operations:

(Date on which the first invoice is raised)

f. Performance: last three years (In lakhs of Rupees):

Year	Export turnover	Domestic turnover	Total turnover*

g. Total number of Employees at present:

III. Categories under which incentives are applied for:

Regular

Women Entrepreneur

Mega Project

Engineering Services

IT Product/R&D Company

SME & Mid-Scale Company

Tier II Location

SC/ST Entrepreneur

V. Incentive applied for:

1.	Allotment of Government Land	<input type="checkbox"/>	2.	Power	<input type="checkbox"/>
3.	Stamp Duty, Transfer Duty and Registration Fee	<input type="checkbox"/>	4.	Patent Filing Costs / Copyright / Trade Mark	<input type="checkbox"/>
5.	Quality Certification	<input type="checkbox"/>	6.	Recruitment Assistance	<input type="checkbox"/>
7.	Exhibition Rental Refund	<input type="checkbox"/>	8.	Subsidy on Investments in Solar Power	<input type="checkbox"/>
9.	R&D Grants	<input type="checkbox"/>	10.	Reimbursement of Municipal Tax	<input type="checkbox"/>
11.	Promotion of IT Events	<input type="checkbox"/>	12.	Subsidy on Capital Investments	<input type="checkbox"/>
13.	Subsidy to Anchor Units	<input type="checkbox"/>	14.	Reimbursement of Telephone and Internet Charges	<input type="checkbox"/>
15.	Training Subsidy	<input type="checkbox"/>	16.	Reimbursement of SD and Cost of Tender Document	<input type="checkbox"/>
17.	Exemption from Payment of EMD	<input type="checkbox"/>	18.	Subsidy on Lease Rentals	<input type="checkbox"/>
19.	Interest Rate Subsidy	<input type="checkbox"/>	20.	Rebate on Land Cost (Women Entrepreneur)	<input type="checkbox"/>
21	Declaration of IT Park Status	<input type="checkbox"/>			

[1] Allotment of land:

a. Place/Location of Land required

b. Proposed Activities

c. Proposed Number of Employees on the land, if allotted:

d. Total land required (in acres/sq.yards):

e. Proposed Investment:

f. Proposed Built up area (in sq. ft.):

g. Proposed Start Date of Construction:

h. Proposed Completion Date of construction:

i. Source of funding:

Attach *Audited Financial Statement for the last three (3) years
*** Certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the no.of the employees currently along with a justification letter answering why the land is required and how it enhances the business.**

[2] Power

i. Conversion to Industrial Power Tariff:

a. Service connection(s) No(s):

b. Name as mentioned on the Bill

c. Date of obtaining connection

d. Load:

***Enclose copy of the Bill**

ii. Reimbursement of retrofitting cost

a. Expenditure incurred (in Lakh Rupees):

***Enclose detailed audited statement of expenses towards the retrofitting study and implementation with copies of invoices**

iii. Energy Under Open Access System

The technology firm may place a special representation with a project proposal justifying the total power requirement and sources of renewable energy, to avail this incentive under the aforesaid incentive scheme. The CCITI will sanction the insourcing of renewable energy from other sources.

[3]Reimbursement of Stamp duty, Transfer duty & Registration fee:

a. Name and Location of the company:

b. Extent of built up space (sq. ft.):

c. Extent of Land in (acres):

d. Nature of transaction

(i) Mention Sale/Purchase/Lease:

(ii) In case it is 2nd transaction: details of 1st transaction with date, location & amount of reimbursement availed

e. Date of registration:	<div></div>
f. Total value of the transaction:	<div></div>
g. Amount of Registration Fee, Stamp duty and Transfer of property duty paid:	<div></div>
h. Amount claimed as reimbursement:	<div></div>

***Enclose Copy of the Sale/Lease/Purchase Deed, Receipts/Challan paid on the amount of Registration Fee, Stamp Duty & Transfer of Property Duty to the Sub-Registrar, Registration Dept., Any other supporting documents, and Bank Guarantee, as per proforma (Annexure - XXI) for an equal amount of the claim for a period of 3 years**

[4] Patent/Copyright/Trademark Costs

a. Name of the Patent:	<div></div>
b. Name of the Product for which Patent Obtained:	<div></div>
c. Date & No of Patent obtained (as per competent authority records):	<div></div>
d. Name & Address of the Patent Approval Authority:	<div></div>
e. Amount of expenditure incurred on obtaining the Patent:	<div></div>
f. Amount claimed:	<div></div>

***Enclose copy of the Approved Patent from Competent Authority, Detailed statement of expenditure incurred certified by your audit firm and copies of all invoices/receipts for the expenditure.**

[5] Reimbursement of Quality Certification Expenditure

a. Name/Level of Quality Certification achieved:	<div></div>
b. Date of the Quality Certificate:	<div></div>
c. Name of the Certifying Authority, with address:	<div></div>
d. Total expenditure incurred for obtaining the Quality Certification:	<div></div>
e. Total amount requested as reimbursement:	<div></div>

*** Enclose copy of the Quality Certificate/Industry Specific Certificate from Competent Authority, Statement of expenditure incurred certified by your audit firm, Copies of all invoices/receipts for the expenditure.**

[6]Reimbursement of Recruitment Assistance:

a. Date of commencement of operations:

b. Number of employees recruited within 1 year

c. Number of employees recruited in the 2nd year
(Mention NA if assistance is applying for the first year only)

d. Has assistance already been availed for the first year? (Mention Yes or No)

e. Amount Requested as Reimbursement:

***Enclose Certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the no. of the employees and Proof of graduating from colleges in Telangana from Competent Authority for all the employees for which this incentive is being applied**

[7]Reimbursement of Exhibition Stall Rental:

a. Name of the Exhibition/Conference including location

b. Stall Area (in sq. mts.):

c. Cost of Stall Rental:

d. Date of Event:

e. Total Amount Requested as Reimbursement:

***Enclose copy of invoice/receipt from the organizer clearly stating the name of the participating company and the event and the area of the stall along with the total amount paid by the company**

[8] Green Energy Incentives

i. Subsidy on Investment in Solar Power:

a. Total Capital Investment made towards installing Solar Power Generation Unit (after April2016):

b. Capacity of the plant (in kW):

c. Amount of Capital Subsidy applied for:

***Enclose detailed audited statement of expenses towards capital investment for installation of solar power generation unit with copies of invoices**

ii. License to operate captive power generation unit

The technology firm may place a special representation with a project proposal justifying the need to operate a captive power generation unit to avail this incentive under the aforesaid incentive scheme

[9] **R&D Grants**

- a. Annual R&D Expenditure:
- b. Annual turnover of Telangana operations:
- c. Amount claimed:

***Enclose detailed audited statement of expenses incurred towards R&D activities for the financial year applied for along with copies of invoices, and a summary of the R&D Activity carried out by the firm clearly showcasing technology aspect of the work done**

[10] **Reimbursement of Municipal Tax:**

- a. Date of commencement of operations:
- b. Amount paid as Municipal Tax:
- c. Total Amount Requested as Reimbursement:

*** Enclose copy of invoice/receipt of the Municipal Tax paid from the competent authority**

[11] **Promotion of IT Events:**

- a. Name and Location of the IT Event:
- b. Total Cost of Conducting the Event:
- c. Date of Event:
- d. Amount Requested as Reimbursement/Sponsorship:

*** Enclose a proposal including number of delegates, confirmed speakers and any other information supporting your case, and a statement of expected expenses for the event**

[12] **Subsidy on Capital Investment:**

- a. Total Capital Investment made (after April2016):
- b. Amount of Capital Subsidy applied for:

*** Enclose Detailed Statement on Capital Investment made along with invoices, and a Bank Guarantee, as per proforma (Annexure - XXI) for an equal amount of the claim for a period of 3 years from the date of commencement of operations**

[13] **Subsidy to Anchor Units**

- a. Date of commencement of operations:
- b. Number of employees recruited within 1 year:
- c. Amount Requested as Reimbursement:

***Enclose certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the no. of the employees.**

[14] **Reimbursement of Internet and Telephone Charges**

a. Date of commencement of operations:	<div></div>
b. Number of Months (mention dates):	<div></div>
c. Amount paid for Internet Services:	<div></div>
d. Amount paid for Telephone Services:	<div></div>
e. If reimbursement has been availed for the preceding period, please mention dates and total amount subsidized:	<div></div>
f. Total Amount Requested as Reimbursement:	<div></div>

***Enclose copy of receipts/invoices from the service providers for the period applied for**

[15] **Training Subsidy for employees:**

a. Number of employees trained:	<div></div>
b. Course Name and Duration (mention dates):	<div></div>
c. Total Amount Requested as Reimbursement:	<div></div>

***Enclose Certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the names and no. of the employees, and a certificate from TASK confirming the number of people, quality, and nature of training**

[16]. **Reimbursement of SD and Cost of Tender Document:**

a. Date of Registration:	<div></div>
b. Amount of Stamp duty:	<div></div>
c. Cost of Tender Document:	<div></div>
d. Total Amount Requested as Reimbursement:	<div></div>

*** Enclose copies of the payment challans**

[17]**Exemption from Payment of EMD:**

Please submit the filled application form along with a cover letter requesting for exemption from payment of EMD. Once approved, a signed letter will be given which can be used to avail the exemption for any Government Tender.

[18] **Subsidy on Lease Rentals**

- a. Name and location of leased premises/Rented premises:
- b. Extent of built up space taken (sft):
- c. Total lease rentals per annum:
- d. If subsidy has been availed for the preceding period, please mention dates and total amount subsidized:
- e. Amount Requested as Subsidy:

***Enclose copy of receipts/invoices of payment made to the Landlord**

[19] **Interest Subsidy**

- a. Category of Loan Taken:
(Term Loan/Working Capital Loan)
- b. Principle:
- c. Interest Rate:
- d. Interest Rate Subsidy Applicable:
(8.5%/5%)

***Enclose letter from one recognized financial institution clearly specifying the loan amount, interest per annum and per annum payment to be made**

[20] **Rebate on Land Cost**

- a. Extent of Land (in acres):
- b. Date of registration:
- c. Total value of the transaction:
- d. Amount claimed as reimbursement:

***Enclose proof of being allotted land by the Government issued by a competent authority**

[21] **Declaration of IT Park Status**

- a. Extent of land in acres
- b. Location (Survey No. / address)

c. Names/No.of owners	<div></div>
d. Proposed built up area (in sq.ft)	<div></div>
e. Project size (Investment) (in Rs.)	<div></div>
f. Expected date of completion	<div></div>
e. Land taken by the Developer is own land or on Joint Development Basis	<div></div>

***For the documents to be furnished along with Application, please refer to the G.O. on Declaration of IT Park Status.**

.....

DECLARATION

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place:	<div></div>	Signature:	<div></div>
Date:	<div></div>	Name of the authorized signatory:	<div></div>
		Designation:	<div></div>

Mandatory Documents for all applications:

- PAN Number and self-attested copy of PAN Card / TAN Number
- ROC Copy/Partnership Deed/Trade License Copy
- Audited Financial Statements for the last 3 years or since incorporation of company
- Memorandum of Association and Articles of Association documents

Annexure – II
(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:
(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

Consultative Committee on IT Industry(CCITI)

1. For administering the incentives to the ICT Industry in a seamless manner, a high level co-ordination between the various Departments of the Government and the Industry is required. For effectively resolving the problems, overcoming the impediments and ensuring growth of the ICT Industry in the State, a Consultative Committee on IT Industry (CCITI) with the following composition is constituted:

Prl.Secretary, ITE&C Department	Chairman
CMD, TSTRANSCO	Member
CMD, TSSPDCL	Member
Commissioner & IG Registration	Member
VC & MD, TSIC	Member
Metropolitan Commissioner, HMDA	Member
Commissioner, GHMC	Member
Representative of Commissioner of Labour	Member
Representative of MA&UD Dept	Member
Representative of Commissioner of Industries	Member
Joint Collector, R.R.District	Member
Director, STPI Hyd, GoI,	Member
Development Commissioner, VSEZ, GoI	Member
President, HYSEA	Member
Secretary, HYSEA	Member
Regional Director, NASSCOM	Member
President, TELMA	Member
Co-opted Member (any representative from ICT Industry/Government/Expert/Professional)	Member
*as and when required	
JD (Promotions), ITE&C Department	Convener

2. All applications shall be prima facie scrutinized by the ITE&C Dept (Promotion wing) on the eligibility, veracity of technical/financial and other information, etc., furnished by the applicant, which shall place its recommendations thereon, before the CCITI for its consideration.
3. The CCITI shall act as a single window for recommending and granting all the incentives/subsidies announced through the ICT Policy.
4. The CCITI shall meet periodically.
5. The terms of reference of CCITI are indicated below:
 - a. To grant various incentives available in the ICT Policy 2016, to ICT industry on examination of applications made by them including approving allotment of lands to the ICT Industry.
 - b. To resolve the problems in implementation of the ICT Policy for speedy realization of the goals set forth.
 - c. To prescribe the procedures and to issue guidelines and clarifications in implementation of the ICT Policy 2016.
6. The CCITI can recommend/approve/reject/defer any application for incentives at its sole/logical discretion.
7. The term of the members of CCITI shall be decided by the Government as per the ICT Policy 2016.

Annexure-III

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

PROVISION OF LAND

I. Location / Category of Project

(1) (i) All allotments of Government land to the IT Industry are made subject to availability, fulfillment of certain eligibility criteria by the applicant IT/ITES company, and on payment of land cost & development cost, as determined from time to time by the allotment agencies, i.e., M/s.Telangana State Industrial & Infrastructure Corporation (TSIIC)/Hyderabad Metropolitan Development Authority (HMDA) and the concerned local Statutory Authorities.

(ii) The eligibility criteria for allotment of land to IT industry is -

Hyderabad Metropolitan Development Area:

(i) As on the date of application (a) the IT company shall have been in operation at least for the last five financial years (b) shall have an existing employee strength of minimum 1000 in IT or 1500 in ITES/BPO activities on its rolls & sustained for the last two years, and (c) shall have a minimum annual turnover of Rs.50 crores, from IT/ITES activities from their existing operations continuously for the last two financial years.

(ii) IT Product/R&D companies - the eligibility for consideration for allotment of land is that the company shall have the existing employee strength of minimum 250 on its rolls & sustained for the last two years, with a minimum annual turnover of Rs.25 crores or investment of Rs. 25 crores and shall have been in operation at least for the last five financial years. The Product Company applying for land would have obtained approval for a minimum 1 patent/copy right or registered/filed for approval of 1 patents/copyrights with the Competent Statutory Authority.

Tier II locations: (Warangal, Karimnagar, Nizamabad)

Warangal, Karimnagar and Nizamabad:

As on the date of application (a) the IT company shall have been in operation at least for the last two financial years, (b) shall have an existing employee strength of minimum 100 employees in IT/ITES activities, on its rolls.

(i) The land recommended for allotment shall be based on creating a fresh direct IT employment of 500 and construction of 50,000 sft. of office space for every one acre allotted within 3 years from the date of taking over possession of land, failing which the said allotted land is liable for cancellation and can be taken back to the extent to which proportionate employment is not generated For product companies the fresh additional employment to be created shall be 200 per acre on the land allotted.

(ii) Tier-III locations (as Identified in any District other than HMDA area and Tier-II locations): As on the date of application the IT company shall have been (a) in operation for at least two financial years and (b) an existing employee strength of minimum 75 employees in IT/ITES activities, on its rolls.

Companies availing the allotment of land incentive are not eligible for reimbursement of Stamp duty, Transfer Duty and Registration fee incentive.

(2) Mega Projects:

A special negotiated package of incentives, will be offered for mega projects set up by ICT Multinational Corporations (MNCs) and IT majors. **Mega Projects are defined as such ICT projects**, with present employment of more than 1000 in the case of IT and 1500 in the case of ITES and an annual turnover of more than Rs.100 crores for the last 3 years.

(3) The exact location, extent of land, land/development cost per acre of allotment shall be as determined by the Government.

(4) Employee calculation for the purpose of land:-

(i) The minimum gross salary/ wage for an employment to be considered to have been created would be Rs. 5000/- per month. The period for which such employment would have to be sustained to be eligible to be reckoned for this incentive shall be two years;

(ii)(a) The incentive of allotment of land linked to employment generation will be calculated as follows:-

Atleast 50% of the employees should be of Telangana State origin employed by the company. For balance 50%, the Company is free to employ persons as per their own policies. For the purposes of this provision, a person of TS origin is defined as specified below:

- A resident of the State of TS
- Domiciled in the State of TS
- Born in the State of TS
- Studied in School/College/University in the State of TS

(b) A resident of the State of TS is defined as a person satisfying any of the following criteria:

Whose name finds place in electoral roll anywhere in Telangana State.

Whose name finds place in the citizens data maintained by the Revenue Department and is assigned with a multipurpose identity card no. (also termed SSID No:)

Who holds a ration card/telephone connection/gas connection in his/her name or in the name of any member of his/her family.

(iii) For computing the number of eligible employees two schemes are prescribed as below:

Scheme-A: Taking a count of the number of eligible employees at any date chosen by the company within the maximum admissible period in terms of the MoU signed between the Government and the IT Company.

Scheme-B: Counting the number of eligible employees on any convenient date chosen/suggested by the company and counting the additional number of eligible employees at the end of each year thereafter within the maximum admissible period, in terms of the MoU signed between the Government and the IT Company.

(iv) In fulfillment of employment obligation on the land allotted as per the terms of allotment, the IT companies, may furnish periodically as mentioned above the statement of names, and number of eligible employees, certified by their Statutory Auditors, after satisfying themselves of compliance with the eligibility criteria and furnishing a declaration to the effect.

II. Procedure:

- 1) The IT/ITES companies should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval, alongwith the justification proposal on the requirement of extent of land for construction of the IT Campus.

(a) Existing employment:

The applicant company requesting for allotment of land shall submit the authentication on their existing employment from the concerned competent Statutory Authority as mentioned here under:

- (i) Certificate from Provident Fund Commissioner, that the existing employment figure tallies with their records pertaining the PF payments made OR
- (ii) Certificate from the Competent Authority that the profession tax for the respective financial year has been paid for the no.of employees indicated in the application OR
- (iii) Certificate from the Banker of the respective company certifying the salary transfer in respect of the employees on the rolls of the said company to tally the figure of existing employment indicated in the application OR
- (iv) Certificate from concerned Income Tax Officer that the appropriate form (Form-24 or Form-16) filed with the Income Tax Dept by the company indicating the no.of employees for whom TDS has been deducted by the company for the respective financial year.

(b) Turnover:

Approved and Audited Annual Accounts filed with the Registrar of companies, in support of the latest turnover figures mentioned in the application.

- 2) The Department would place the application to the CCITI. If recommended, the allotment letter will be sent to allotment agencies TSIIC / HMDA etc for causing allotment of land, subject to availability, allotment terms & conditions and on payment of land cost as is decided upon.
- 3) Mere fulfillment of eligibility does not confer entitlement for allotment of land. Further, allotment of land is subject to availability and is at the sole discretion of the Government. No correspondence is entertained in this regard.
- 4) The ITE&C Department will enter into a Memorandum of Understanding (MoU) with the IT Company on receiving approval from CCITI. The MoU Copy will be sent to allotment Agencies, TSIIC/HMDA etc.
- 5) TSIIC / HMDA will enter into an Agreement of Sale with the IT company. Subject to fulfillment of employment obligation and investment commitment given to the ITE&C Dept, TSIIC will execute the Sale Deed.

Annexure – IV

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

INDUSTRIAL CATEGORY POWER TARIFF AND REIMBURSEMENT OF RETROFITTING COSTS OF ENERGY EFFICIENT EQUIPMENT

For industrial power category tariff:

- 1) Industrial Power Tariff is admissible to all the units/companies of ICT Industry as per eligibility and as indicated/ defined under ICT Policy 2016.
- 2) The CCITI will consider the applications of those eligible IT Industry after one financial year from the date of commencement of commercial operations of the applicant company/unit.
- 3) All power connections should be in the name of the IT Company applying for concessions.
- 4) IT Companies located in multiple premises or having multiple meters would be eligible for the Industrial Category Power Tariff concession provided the power connections are in the name of the IT Company.
- 5) The Infrastructure companies building IT Parks need to obtain notified IT Park Status from Government at ITE&C Dept, subject to stipulated terms & conditions, to pass on the benefit of Industry Power Category Conversion to IT companies who have taken office space in their respective IT Park.
- 6)(i)Notified IT Infrastructure Companies/IT Parks/IT SEZs are responsible for filing the applications for extending the incentive of Industrial Category Power Tariff conversion only to give effect/benefit to their lessees, i.e., IT industry and communications industry, located in their multi-tenanted IT Parks or built to suit IT facilities, by submitting a statement of such companies consumption and rebate applicable as per the limits prescribed. They are responsible for the accuracy and correctness besides being responsible for obtaining the necessary applications from their clients and submitting to ITE&C Department.
- (ii) These notified IT Parks will have their power connections converted to Industrial Category Power Tariff.
- (iii) Please note that the benefit of Industrial Power category tariff is not meant for the captive benefit of Notified IT Infrastructure Companies/IT Parks/IT SEZs and shall only be passed on to their tenants engaged in IT/ITES activity. It does not include Cafeteria, basic facilities, restaurants, Bank ATM and other utility services. Any violation in this regard is viewed seriously and the respective Notified IT Infrastructure Companies/IT Parks/IT SEZs, is liable for not only withdrawal of such benefit and attract penal provisions as is deemed fit by the Government.

Procedure:

- 7) The IT Industry companies should submit duly filled up application form to the ITE&C Department alongwith the copy of the Power bills on the name of the company, Memorandum & Articles of Association, Annual Reports and any such other document required.
- 8) A Certificate/Memo would be issued by ITE&C Department to the effect that the respective IT applicant is eligible for Industrial Category Power Tariff upon the approval of CCITI.
- 9) The IT companies granted Power Certificates/Memo, as per their eligibility, shall claim the benefit from their respective Discom, i.e., TSSPDCL/ TSNPDCL/ TNREDCL etc.

10) Basing on the Power Certificate/Memo issued by ITE&C Department, the respective Discoms, i.e., TSSPDCL/ TSNPDCL/ TNREDCL etc, will automatically effect the Industrial Power tariff Category Conversion from the date of issue of the said Power Certificate/Memo to the IT company.

For reimbursement of retrofitting energy efficient equipment:

Reimbursement of up to 10% of retrofitting expenditure or INR 10 lakhs, whichever is less, would be given to IT companies to conduct retrofitting study and implement the energy efficiency equipment.

1. Eligibility:

Any Technology Firm based out of Telangana

2. Procedure:

The ICT company should submit duly filled up application form to the ITE&C Department for placing before the CCITI for approval along all the documents required.

3. Documents Required:

- Detailed audited statement of expenses towards the retrofitting study and implementation with copies of invoices

Annexure –V

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

Reimbursement of Registration Fee, Stamp Duty & Transfer of Property Duty

IT Industry and Communication Technology Industry, would be eligible to claim for 100% or 50% Reimbursement in Registration Fee, Stamp Duty & Transfer of Property Duty, on 1st and 2nd transaction respectively, as is applicable to their category and as per the following terms and conditions:

1. Eligibility:

- (a) For IT Industry and Communication Technology Industry concession would be available on the outright purchase/lease or lease-cum-sale of land/built up office space for establishing IT units for its own use provided it does not avail the facility of land allotment.
- (b) The above reimbursement would be applicable on the combined levy of registration fee; stamp duty and transfer of property duty.
- (c) This reimbursement benefit would be available only to an IT company when they take office space on lease/sale and not to the IT infrastructure company who has developed the said IT Park.
- (d) This concession would be available only to those who have executed the sale/lease-deed after the announcement of the ICT Policy and subject to the approval of the CCITI.
- (e) Lease deed should be in the name of the company.
- (f) This incentive is not applicable for Mega Companies.
- (g) This incentive is applicable to new companies which have established their operations after the issue of ICT Policy 2016.

2. Procedure:

The ICT company should submit duly filled up application form to the ITE&C Department for placing before the CCITI for approval along all the documents required.

3. Performance Guarantee:

- Copy of the Sale/Lease/Purchase Deed
- Receipts/Challan paid on the amount of Registration Fee, Stamp Duty & Transfer of Property Duty to the Sub-Registrar, Registration Dept
- Any other supporting documents.
- The ICT Companies availing the above concession should provide a Bank Guarantee, as per proforma, (ANNEXURE - XXI) for an equal amount of the claim for a period of 3 years from the date of release of the said amount by Govt.

Annexure –VI

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

Reimbursement of Quality Certification / Patent Filing / Copyright / Trademark expenditure

The Government of Telangana will reimburse 20% (50% for SC/ST and Women Entrepreneurs) of expenditure incurred for obtaining quality certifications for CMM Level 4 upwards. Reimbursement will be limited to a maximum of Rs.4 lakhs. Similar reimbursement will be made to BS7799 for security and also for ITES Companies for achieving COPC and eSCM certification. The IT/ITES units/ companies can claim this incentive only once.

Further, the Government of Telangana is keen to encourage the filing of patents by companies located within the State. The Government will, therefore, reimburse the cost of filing patents/Copy Rights to companies having their R&D units in Telangana for successfully receiving patents/Copy Rights from Competent Statutory Authority. Reimbursement of such cost will be limited to a maximum of Rs.5 Lakhs per successful Indian patent/Copy Right awarded and Rs.10 Lakhs per successful International patent/Copy Right awarded.

1. Eligibility:

- Company must be incorporated in Telangana
- Multinational companies applying for patent filing should have the product / technology developed by team based out of their Telangana office(s)

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Copy of the Quality Certificate/Industry Specific Certificate/Approved Patent from Competent Authority
- Detailed statement of expenditure incurred for this purpose certified by your audit firm
- Copies of all invoices/receipts for the expenditure

Annexure –VII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

RECRUITMENT ASSISTANCE

Recruitment Assistance at the rate of-

- a. Rs. 10,000 per employee for a minimum annual recruitment of 100 new IT/ITES professionals for mega projects
- b. Rs. 20,000 per employee for a minimum annual recruitment of 20 new IT professionals for IT Product / R&D Companies
- c. Rs. 20,000 per employee for a minimum annual recruitment of 50 new IT professionals for companies set up in Tier II locations
- d. Rs. 20,000 per employee for a minimum annual recruitment of 100 new IT professionals for IT SMEs and Mid-scale companies
- e. Rs. 25,000 per employee for a minimum annual recruitment of 50 new IT professionals for enterprises set up by SC/ST and women entrepreneurs

from the colleges located in Telangana.

1. Eligibility:

- The Company would have to employ the specified minimum number of professionals as applicable of which at least 50% of employees should be of Telangana origin, within 2 years of commencement of commercial operations.
- The employees for whom recruitment assistance is availed for should work for the company for a minimum period of one year from their date of appointment
- The payment will be made on a telescopic basis @ half the total amount in the 1st one year for employing half the number of employees as given above and balance amount in the 2nd year for employing the remaining number

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the no. of the employees
- Proof of graduating from colleges in Telangana from Competent Authority for all the employees for which this incentive is being applied

Annexure –VIII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

REIMBURSEMENT OF EXHIBITION STALL RENTAL

For IT/ITES Companies based in Telangana including Engineering Services Companies, SMEs, and Mid-scale Companies:

50% exhibition stall rental cost or Rs 50,000, whichever is lower will be reimbursed for participating in the notified national/international exhibitions limited to 9 sq.mts. of space

For Companies owned by SC/ST Entrepreneurs:

100% exhibition stall rental cost or Rs 50,000, whichever is lower will be reimbursed for participating in the notified national/international exhibitions limited to 9 sq.mts. of space

For Companies owned by Women Entrepreneurs:

75% exhibition stall rental cost or Rs 50,000, whichever is lower will be reimbursed for participating in the notified national/international exhibitions limited to 9 sq.mts. of space

1. Eligibility

Any Technology Company which participated in the notified technology conferences/exhibitions listed out by the ITE&C Department in a separate order (currently under issue)

2. Procedure

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required

- Copy of invoice/receipt from the organizer clearly stating the name of the participating company and the event and the area of the stall along with the total cost paid by the company.

Annexure-IX

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

PROMOTION OF IT EVENTS

For promotion of IT events (by trade association) in Tier 2 locations, the Government would provide reimbursement/sponsorship for the event up to a maximum of Rs. 5,00,000 or 50% of the event cost, whichever is lower.

1. Eligibility

- Any trade association that has a minimum membership of 50 companies is eligible to apply
- The event must have (expected) footfall of over 300
- The event must take place in a Tier 2 location in Telangana

2. Procedure

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required

- Prior permission to conduct such an event should be taken for reimbursement by submitting the following:
 - Background / Brief profile of the Association proposing event.
 - Proposal including number of delegates, confirmed speakers and any other information supporting your case
 - Detailed statement of expected expenses for the event
- Detailed audited statement of expenses towards the Event along with copies of invoices to be submitted within a month after the event is conducted for release of sanctioned amount.

Annexure-X

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

GREEN ENERGY INCENTIVES FOR MEGA PROJECTS

1. Mega projects shall be considered for the Deemed generation and distribution license to its own campus in order to operate and maintain a captive power generation (only renewable energy), power distribution system for supplying electricity for running its own operations.
2. Solar Power: 10% capital subsidy or INR 20 lakhs, whichever is lower, on installation of solar power generation unit (of greater than 100KW) by existing as well as new IT company or infrastructure developer (exclusively for IT facility) will be given one time to the developer/company, in addition to the Central Government subsidy for setting up solar captive power.

1. Eligibility

For license to operate captive power generation unit:

- Any Technology Firm based out of Telangana proposing to set up captive power generation for its own operations.

For Capital Subsidy on installation of solar power generation unit:

- Any Technology Firm that qualifies under the category 'Mega Project'/IT Park/IT SEZ based out of Telangana.

2. Procedure

Applicants should submit duly filled up application form along with DPR to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

For license to operate captive power generation unit:

- Detailed proposal along with supporting documents

For Capital Subsidy on installation of solar power generation unit:

- Detailed audited statement of expenses towards capital investment for installation of solar power generation unit with copies of invoices

Annexure-XI

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

R&D GRANTS TO IT PRODUCT AND R&D COMPANIES

The Government of Telangana will facilitate to provide specific R&D grants to IT companies in tune of 10% of overall R&D expenses of the company's Telangana operations or 2% of annual turnover of company's Telangana operations or Rs.500,000/- whichever is lesser.

1. Eligibility

- Any IT Product/R&D Firm based out of Telangana.
- Any company commencing its commercial operations after the issue of ICT Policy 2016.

2. Procedure

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Detailed audited statement of expenses towards R&D expenses for the financial year applied for along with copies of invoices
- Summary of the R&D Activity carried out by the firm clearly showcasing technology aspect of the work done

Annexure –XII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

REIMBURSEMENT OF MUNICIPAL TAXES IN TIER II LOCATIONS

Reimbursement of municipal taxes for first three years of operation for first 5 IT Companies and IT parks in each town limited to Rs.1 lakh per annum.

1. Eligibility:

Any Technology Firm/IT Park based out of Tier 2 locations in Telangana

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Copy of invoice/receipt of the Municipal Tax paid from the competent authority.

Annexure –XIII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

CAPITAL INVESTMENT SUBSIDY

In Tier 2 Locations

50% investment subsidy on fixed capital Investment, with a maximum limit per unit of Rs. 20 Lakhs.

SC/ST Entrepreneur

25% investment subsidy on fixed capital Investment (additional 5% for SC Women and ST Women Entrepreneurs), with a maximum limit per unit of Rs. 25 Lakhs

Women Entrepreneur

20% investment subsidy on fixed capital Investment, with a maximum limit per unit of Rs. 20 Lakhs.

Fixed Capital Investment does not includes the investment made on land.

1. Eligibility:

- Any Technology Company which has been operational for the last previous one financial year is eligible to apply for this incentive
- Minimum Capital Investment of 5 Cr is to be made for this incentive to be applicable

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Detailed Audited Statement of the Capital Investments made along with copies of invoices.
- The ICT Companies availing the above concession should provide a Bank Guarantee, as per proforma, (ANNEXURE -XXI) for an equal amount of the claim for a period of 3 years from the date of release of the said amount by Govt.

Annexure-XIV

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated:12.04.2016, ICT Policy 2016)

LEASE / RENTAL SUBSIDY FOR SMEs AND MID-SCALE COMPANIES

25% Subsidy on Lease Rentals up to Rs. 5,00,000 per annum for a period of 3 years

1. Eligibility

Any SME/Mid-Scale technology company is eligible to avail subsidy on lease rentals

2. Procedure

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Copy of receipts/invoices of payment made to the Landlord
- Detailed financial statement for the last financial year for SME or mid-scale company
- Any supporting documents as proof that the company is an SME or mid-scale company.

Annexure –XV

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

INTEREST SUBSIDY

8.5% Interest subsidy for SC/ST entrepreneurs and 5% interest subsidy for Women entrepreneurs on Prime Lending Rate (PLR) on the term loan and working capital, maximum of Rs. 5 Lakhs per year for a period of 5 years

1. Eligibility:

Company should be in operation for at least 2 financial years and should be owned by SC/ST or Women Entrepreneurs

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Letter from the recognized financial institution/Bank clearly specifying the loan amount and the per annum payment towards interest.

Annexure –XVI

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated: 12.04.2016, ICT Policy 2016)

SUBSIDY TO ANCHOR UNITS

Rs. 10 Lakhs subsidy to first 5 anchor units employing more than 250 IT and 500 ITeS Employees will be provided as subsidy for anchor units setting up operations in Tier 2 locations

1. Eligibility:

- Any technology firm starting Operations in Tier 2 locations is eligible to avail this reimbursement
- The company should provide a direct employment to 250 IT or 500 ITeS employees.
- Atleast 50% of employees should be of Telangana origin, within 2 years of commencement of commercial operations.
- The employees for whom anchor company subsidy is being availed for should work for the company for a minimum period of one year from their date of appointment

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents. CCITI will establish whether it is an anchor unit or not.

3. Documents Required:

- Certificate from Provident Fund/Bank/Profession Tax/Income Tax/any other competent authority office confirming the no. of the employees
- Proof of graduating from colleges in Telangana from Competent Authority for all the employees for which this incentive is being applied.

Annexure –XVII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated: 12.04.2016, ICT Policy 2016)

REIMBURSEMENT OF INTERNET AND TELEPHONE CHARGES

25% reimbursement on Internet and Telephone charges will be provided as subsidy for units operating in rural areas near Tier 2 locations

1. Eligibility:

Any technology firm starting BPO Operations in rural areas is eligible to avail this reimbursement. This is subject to continuous operation of the centre during the period applied for.

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Copy of receipts/invoices from the service providers for the period applied for

Annexure –XVIII

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated: 12.04.2016, ICT Policy 2016)

TRAINING SUBSIDY

Training Subsidy of Rs.2,500/month/person for 3 months will be provided as subsidy for units operating in rural areas near Tier 2 locations

1. Eligibility:

- Training Subsidy can be availed to develop those skillsets that are not offered as courses by TASK
- The employees for whom training subsidy is availed for should work for the company for a minimum period of 1 year from their date of completion of training.
- In case some of the employees are not retained by the company for 1 year, the subsidy will be applicable for only the retained set.
- This is applicable to any technology firm starting BPO Operations in rural areas.

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Certificate from the Bank/Profession Tax/Income Tax/any other competent authority office confirming the names and no. of the employees.
- A certificate from TASK confirming the number of people, quality, and nature of training

Annexure –XIX

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated: 12.04.2016, ICT Policy 2016)

**EXEMPTION FROM PAYMENT OF EMD AND REIMBURSEMENT OF COST OF
TENDER DOCUMENT/STAMP DUTY**

100% exemption from payment of EMD and reimbursement of cost of tender document will be provided as subsidy for units operating in Tier 2 locations

1. Eligibility:

Any technology firm in Tier 2 locations is eligible to avail this reimbursement

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

For Stamp Duty/Cost of Tender Document Reimbursement:

- Copies of Payment Challans

For Exemption of Earnest Money Deposit

- The application form can be filled along with a cover letter seeking exemption from payment of EMD

SAMPLE CERTIFICATE FOR EXEMPTION FROM PAYMENT OF EMD

This is to certify that the company M/s _____ has been recognized as a Rural Technology Centre as per the ICT Policy 2016 and has been exempted from payment of EMD for any Government Tender pertaining to IT/ITES procurement.

Signature and Seal
Prl.Secretary, ITE&C Department

Annexure –XX

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with:

(G.O.Ms.No:03, ITE&C Dept., dated: 12.04.2016, ICT Policy 2016)

REBATE ON LAND COST

25% rebate on land cost allotted by Government up to Rs.500,000/- (33 1/3% for SC/ST Women Entrepreneurs) will be provided for companies owned by Women Entrepreneurs.

1. Eligibility:

Any company owned by Women Entrepreneurs that has been allotted land by the Government can avail this rebate.

2. Procedure:

Applicants should submit duly filled up application forms to the ITE&C Department for placing before the CCITI for approval along with a copy of relevant documents.

3. Documents Required:

- Proof of being allotted land by the Government issued by a competent authority.

Annexure-XXI

(to G.O.Ms.No:2, ITE&C Dept, dated:16.03.2017)

Read with :

(G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, ICT Policy 2016)

PERFORMANCE GUARANTEE
(BANK GUARANTEE)

This performance Bank Guarantee made thisday ofmonth
.....year by M/s....., having its registered office at
.....

- A) Whereas M/s a company incorporated under the Companies Act 1956 and having its corporate office at requested for the incentive of,
- B) Whereas on consideration of the said request, the Government of Telangana based on ICT Policy 2016, issued vide G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, read with G.O.Ms.No....., dt:..... on the Operational Guidelines thereon, has sanctioned an amount of Rs..... and released an amount of Rs..... as installment in this regard.
- C) Further as per the G.O.Ms.No.____, ITE&C department, dt:____, read with G.O.Ms.No....., dt:..... on the operational guidelines. Department of ITE&C, Government of Telangana and M/s..... have agreed that in the event M/s.....fail to fulfill the conditions, in full or in part, then in such an event, Rs..... (Rupees.....) is to be refunded to the Department of ITE&C, Government of Telangana.
- D) In order to secure the performance of M/s.....to pay the claim amount basing on the terms and conditions contained in the G.O.Ms.No.____, ITE&C Department, dt: _____, read with G.O.Ms.No....., dt:..... on the operational guidelines thereon, by Government of Telangana, as required, M/s.....has requested the Bank to provide a Guarantee and the Bank hereby guarantee the payment of the claim amount subject to the following terms and conditions.

NOW THIS BANK GUARANTEE WITNESSETH FOLLOWS:

- 1) All capitalized terms used herein and in G.O.Ms.No:03, ITE&C Dept, dated:12.04.2016, read with G.O.Ms.No....., dt:..... on the operational guidelines, hereto if not specifically defined shall have the same meaning assigned to.
- 2) The Bank hereby irrevocably guarantee and undertake to pay to Department of IT&C, Government of Telangana, on written demand, without demur, reservation, contest, recourse or protest, to the Department of ITE&C, Government of Telangana the claim amount in full.
- 3) Notwithstanding anything contained herein above, the Bank's maximum liability under this guarantee is strictly restricted to Rs..... (Rupees.....only).
- 4) This Guarantee will come into force with immediate effect and shall remain in force and valid for a period of three years.
- 5) This unconditional and irrevocable Bank Guarantee shall be available for invocation and payment at the bank counters in Hyderabad or Secunderabad. Any demand under the guarantee must be made in writing and must be dispatched at the Bank's address atwhilst the guarantee remains in force as above. On receipt of such demand, the guarantor shall pay to the Department of ITE&C, Government of Telangana the amount of the demand within 15 business days following the invocation of the guarantee by the Department of ITE&C, in writing as aforesaid.

The courts located in the twin cities of Hyderabad and Secunderabad shall have jurisdiction over any dispute arising out of this guarantee.

Notwithstanding anything contained herein:

1. Our liability under this Bank Guarantee shall not exceed Rs.....
(Rupees.....only).
2. This Bank Guarantee shall be valid upto 3 years and
3. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if ITE&C Department serve upon us a written claim or demand on or before(Date of expiry of Guarantee).

In witness whereof the guarantee is executed by Sri..... on behalf of the Bank who as Principal Officer of the bank are authorized and competent to execute such like guarantees including the present one.